

Family Development and Self-Sufficiency (FaDSS) Council
Meeting Minutes - **DRAFT**
November 17, 2016
Polk County River Place
2309 Euclid Avenue – Conference Room 3A – Des Moines, IA

Council Members Present	Council Members Absent
Zebulon Beilke-McCallum – Domestic Violence Representative – Chairperson	Rachel Scott – Business Representative
Janet Melby – Iowa State University (via phone)	Michael Fleming – University of Northern Iowa
Shawna Johansen – Business Representative	
Stephanie Stebens – Citizen Member	Ex-Officio Members Absent
Tom Rendon – Department of Education	Senator Mark Costello
PJ West – Department of Public Health	Senator Mary Jo Wilhelm
Kelly Trave – Citizen Member	Rep. John Wills
Billie Marchik – University of Iowa	
Bill Brand – Department of Human Rights	
Donna Hays – Iowa Workforce Development	
Ex-Officio Members Present	
Rep. Marti Anderson	
FaDSS Council Staff Present	
Kelly Davydov – Department of Human Rights	
Tim Fitzpatrick - Department of Human Rights	
Lorie Easter - Department of Human Rights	
Angela Madison – Department of Human Services	
Stephen Dykstra - Department of Human Rights	
Others Present	
Kristie Davidson – MATURA	Heather Bartz – Lutheran Services of Iowa
Peg Ragner – Youth and Shelter Services	Alisha Schlieff – Upper Des Moines Opportunity
Deb Shubat – SIEDA	Vickie Sible – Eastern Iowa
Amber Mercil – Four Oaks	Mattison Walker – Youth and Shelter Services
Cherie Swanson – Youth and Shelter Services	Rita Luder – Community Action of Southeast Iowa
Mindy Clayton – Mid Iowa Community Action	Becky Falck - SIEDA

1) Introductions

- Meeting was called to order at 11:02 am by Mr. Beilke-McCallum
- Quorum was established

2) Approval of Agenda – Chairperson

Motion

- Ms. West moved that the agenda be approved
- Ms. Stebens seconded the motion

Discussion

There was no discussion

Vote:

All council members voted aye. The agenda was approved.

3) Approval of May 19, 2016, Council Minutes – Chairperson

Motion

- Mr. Brand moved that the minutes from the May 19, 2016, council meeting be approved
- Ms. Marchik seconded the motion

Discussion

There was no discussion

Vote

All council members voted aye. The minutes of May 19, 2016, were approved

4) Council Representatives' Updates – All Council Members

Mr. Brand

- Explained Marcia's recent retirement, introduced her replacement, Stephen Dykstra.
- Provided an update on the MIECHV dual enrollment policy. As of November 17, 2016, no policy has been issued. Ms. West mentioned the federal government is currently reviewing the policy. She will share more information once a decision is reached. Mr. Brand encouraged grantees and council members to keep the DHR informed if there are any issues in the field.

Ms. West

- Gave a report from the Bureau of Family Health. Starting October 1, 2016, the Title V Child & Adolescent Health / EPSDT Care for Kids Program started a four-year project. 24 contractors were awarded, and 21 counties shifted from one contractor to another. However, no new contractors were awarded. Ms. West also shared that 1st Five Mental Health Alliance is in 88 Iowa counties, an increase from 65 last year. Ms. West hopes the Alliance will soon reach all 99 Iowa counties.
- Ms. West also discussed the Bureau of Family Health's integration to a new data collection system using Related Data Systems. She is confident the new system will help departments share information and ultimately better enable staff to help Iowans. The system for Child Health is scheduled to go live February 2017; Paternal Health is scheduled to go live May 2017. Remaining departments will follow that. They are currently testing and refining the system.

Mr. Beilke-McCallum

- Ask for any other updates. There was none.

5) Iowa Family Development A Update Alisa Schlieff – IFDA Chair

- Upcoming IFDA FaDSS Day on the Hill on January 11. This year's theme is "Empowering families to see they can." She encouraged people to wear red with black accents.
- FaDSS retreat scheduled for September 19 and 20, 2017. It will be held at the Honey Creek Resort in Moravia, Iowa.

6) Follow up FaDSS Council Survey (Handout) – Lorie Easter

- Ms. Easter did not have handouts for council members, but she said survey results were available for review.
- Mr. Beilke-McCallum shared that the surveys showed little interest in things about the Council. There were six responses to the survey, and five of the six responders thought the current time slot (11 am-1pm) worked best for Council meetings. However, Mr. Beilke-McCallum shared that there was no consensus on which week of the month is best for people. Given that conclusion, it was decided to keep the current meeting dates and times, but only after he opened the floor for

discussion. There was no discussion, and the Council meeting dates remained at the third Thursday of the month. The next meeting is scheduled for March 23, 2017.

- Ms. Easter explained that this meeting time was chosen years ago: people used to bring lunch during the Council meetings. She encouraged people to bring lunches to the meetings.

7) Two Generation Work – Kelly Davydov

- Ms. Davydov mentioned the following information had not been shared at the previous Council meeting. FaDSS was approached to participate in “A Community of Learning”, which is a recent federal initiative, organized by the Department of Human Health and Services, the initiative is designed to address families in poverty utilizing a two-generation approach. 10 states were selected to participate, which is an honor as there was no formal application process. Representatives from all 10 states participated in a two-day meeting in Washington, D.C. on September 19 and 20, 2016. A wide selection of perspectives was present, including local and state perspectives.
- Iowa sent four representatives – one from Iowa Workforce Development, one from the Department of Human Services, and two from FaDSS.
- The meeting explored the two-generation approach to help those in poverty, provided a lot of information on the topic, and encouraged creative problem-solving in providing solutions.
- Ms. Davydov explained that the two-generation approach recognizes the needs of both parents and children in addressing poverty, which, she believes, FaDSS has done well since its beginnings.
- Ms. Davydov said there are new strategies FaDSS can incorporate. Strategies that focus on common language and approach. The Iowa representatives used the two days of learning to create an action plan to bring back to the state.
- Ms. Davydov mentioned that as a result of the meetings a leadership team was created to provide direction as they try to implement strategies. The group met again on Monday, November 21, and their main goals are to implement the two-generation approach in Iowa, spanning across programs and personnel.
- Mr. Fitzpatrick said that the exciting part is that families as a whole will be evaluated for success. The approach will enable FaDSS to reexamine barriers to family success. He admitted there is further development to be done, and that the approach may run into a lack of willingness to change.
- Mr. Rendon mentioned that the two-generation approach has been a big deal at national level. He wants to see the two-generation approach integrated with family engagement in general. He believes this is a good approach because health during early child development stems directly from family health as a whole. Mr. Rendon thinks there is less appreciation for two-generation approach in education. He would like to see that approach used in early child health and education programs, and he encouraged the implementation of the two-generation mentality and efforts in other programs and departments.
- Ms. Davydov agreed that early childhood development is an excellent place for the two-generation approach. She also highlighted other two-generation work being implemented in Iowa. Mid-Iowa Community Action has been implementing two-generation approaches using a Rural Impact Grant, and Promise Partners in Pottawattamie County has been using it at the county level. This provides learning opportunities at the local, state and national levels. Steps have been taken to receive feedback from the various levels of two-generation work.
- Mr. Beilke-McCallum asked for questions or discussion. There were none.

8) FaDSS Onsite Reviews FY 16 (Handout) – Lorie Easter

- Ms. Easter provided the handout on FaDSS onsite monitoring during past year. She mentioned that every agency received an onsite visit from a program manager, which occurred between November of 2015 and June of 2016.
- Ms. Easter explained that the monitoring consists of two visits:
- The first visit is to get to know the staff, site and specialists. They conduct a home visit and observation, in which they talk with families for feedback. They also take at least two files – both exited and current – from each worker back to Des Moines to review. This process helps save time during the second onsite visit.
- During the second agency visit, they review current family files. Then they meet with each specialist and their supervisor to go over their respective files and evaluate performance. They also meet with management staff to review current standards. Finally, they conduct a focus group with specialists to get feedback. Ms. Easter mentioned they try to look at whole program, from the specialist level through top management.
- Ms. Easter discussed agency trends. Overall, she saw positive trends with agencies. She noted that there is some human error with documentation. If a “needs improvement” is issued, that means 70 percent of files aren’t meeting the standard, and FaDSS works with the agency to formulate a plan for improvement involving efforts to better understand standards. Technical assistance is also offered to the agency.
- Ms. Easter highlighted positive trends among agencies. First, she mentioned the quality of referrals in that agencies do a great job connecting families to a wide variety of resources. She admitted there are some issues of documentation, but she believes the agencies are good at recording what goes on during home visits and which services are provided to families. Ms. Easter also believes agencies do a good job of collaborating between grantees to strategize and provide information. Supervisors are performing well and providing the necessary direction for specialists. One notable trend involves an improved use of team meetings in that they have become more formal and structured, which has improved the quality of services provided. Relationships are strong with Promise Jobs.
- Ms. Easter referenced a few changes with the FaDSS standards, including the new data collection system currently in place, assessment and referral process. They are providing a year of technical assistance.
- Ms. Easter asked for any questions and mentioned she was happy to provide specific reports on agencies for anyone interested.

Mr. Beilke-McCallum asked for questions or discussion.

- Mr. Rendon mentioned that he noticed stronger compliance this year by agencies.
- Ms. Easter agreed with Mr. Rendon and said it could be the lack of changes making it easier for agencies to comply.
- Mr. Rendon encouraged equal emphasis on standard compliance and outcomes.
- Mr. Fitzpatrick stated that agencies are more accustomed to standards because they haven’t been changed recently.
- Ms. Marchik mentioned she has noticed an improvement in the PROMISE JOBS relationship.
- Mr. Fitzpatrick added that he believes local partnerships by agencies have improved.

9) Nomination Committee – Tim Fitzpatrick.

A. Chair and Vice Chair Positions

Mr. Fitzpatrick explained what the nomination committee did to nominate chair and vice chair.

Results: One request for Mr. Beilke-McCallum to continue as chair. Mr. Beilke-McCallum agreed,

and Nomination Committee recommended that the Council consider Mr. Beilke-McCallum to continue as chair. Ms. Melby, current Vice Chair, had nominated Mr. Rendon for the position of vice chair.

Vote for Council Chair and Vice Chair – facilitated by Ms. Stebens

Motion

- Mr. Fitzpatrick offered the Nomination Committee's recommendation for the Council to vote on Mr. Beilke-McCallum's candidacy for Council Chair.
- Ms. Marchik seconded the motion.

Vote

All Council members voted aye. The motion carried. Mr. Beilke-McCallum was approved to continue serving as Council chair for an additional 2 years.

Motion

- Mr. Fitzpatrick offered the Nomination Committee's recommendation for the Council to vote on Mr. Rendon's candidacy for Council Vice Chair.
- Ms. Stebens seconded the motion.

Vote

All Council members voted aye. The motion carried. Mr. Rendon was approved to begin serving as Council Vice Chair for a term of 2 years.

B. Citizen Representatives

Mr. Fitzpatrick explained that Ms. Stebens had indicated interest to continue serving as Citizen Representative to the nomination committee.

Motion

- Mr. Fitzpatrick offered the Nomination Committee's recommendation for the Council to vote on Ms. Stebens' candidacy for Citizen Representative.
- Mr. Brand seconded the motion.

Vote

All Council members voted aye. The motion carried. Ms. Stebens was approved to continue serving as Citizen Representative for a term of 2 years.

C. Citizen Representative approval

Mr. Fitzpatrick explained the Nomination Committee had received an application for the position from an individual, Pam Rogers, who is currently employed by SCICAP and is familiar with the FaDSS program. He gave background info on Ms. Rogers. The nomination committee recommends that Ms. Rogers be submitted for vote by council.

Motion

- Mr. Fitzpatrick offered the Nomination Committee's recommendation for the Council to vote on Ms. Rogers' candidacy for Citizen Representative.
- Ms. West seconded the motion.

Vote

All Council members voted aye. The motion carried. Ms. Rogers was approved to begin serving as Citizen Representative for a term of 2 years. Her term will begin at the March 2017.

D. Business Representative – Rachel Scott

Ms. Scott is moving out of state and will no longer serve as the Business Representative on the Council.

E. Other updates

- Business Representative position on the Council is open.
- Minority Citizen Representative on the Council is open.
- Mr. Beilke-McCallum thanked the Nomination Committee for their work.

10) FaDSS Transition - Kelly Davydov

- Ms. Davydov talked about recent FaDSS retreat with coordinators and explained that the decision was made to provide families with transition support longer than the traditional three-month. DCAA worked with the Department of Human Services, and effective on October 1, 2016, families can receive 6 months of transition services. This extension is offered to any family active in the FaDSS program in September of 2016.
- Ms. Marchik asked how new policy affects agencies. Ms. Davydov responded that the changes might impact families by lengthening waiting list. But she's see it as a benefit for families that really need longer assistance.
- Mr. Beilke-McCallum opened the floor for questions. There were none.

11) Committee Work – FaDSS Staff

- Ms. Davydov gave an update on the Training Committee. There are currently no trainings specific to the FaDSS model. But there is a lot of interest in developing specific trainings. Initiative to produce training will be postponed until the two-generation initiative is further developed, and they hope to revisit training in the near future.
- Ms. Easter gave a quick update on the Grant Review Committee. She provided a handout that described the current capacity policy. She also said the Grant Review Committee will meet briefly after the meeting to discuss next steps. She hopes to have more information at the March 2017 meeting.
- Mr. Beilke-McCallum opened the floor for questions. There were none.

12) Staff Update

- Mr. Fitzpatrick mentioned new data collection system, "Iowa FaDSS." The system has been implemented and is an ongoing process with a learning curve for the program and staff. Some issues have been addressed.
- Mr. Fitzpatrick also discussed capacity and said the new data system can look at capacity. No report was provided as data collection on capacity just started. Should have a report for March 2017 meeting. Capacity levels are comparable to historic trends throughout the state.
- Mr. Fitzpatrick talked about upcoming trainings and mentioned the Family Support and Prevent Child Abuse Iowa Conference scheduled for May 1-3, 2017, Community Action Association Annual Training Conference scheduled for July 18-20, 2017, and the Trauma Informed Care Conference scheduled for June 6 and 7, 2017.
- Representative Anderson asked question about other legislators and whether or not she should try to recruit people for the Council Ex-Officio members. She thinks she might have ideas after legislative committees are assigned in December. Grantees were also encouraged to personally recommend congressional members to attend.
- Mr. Brand mentioned there will be turnover in the Iowa legislature in the upcoming months. Mr. Brand encouraged Council members and agencies to educate new members and encouraged attendance at IFDA Day on the Hill.
- Representative Anderson also encouraged agencies to personally contact legislators.

13) Other Business

Mr. Beilke-McCallum asked for any other business. There was none.

14) Adjournment

Motion

- Ms. Stebens motioned for the meeting to adjourn.
- Mr. Brand and Ms. Marchik seconded the motion.

Vote

All Council members voted aye.

The meeting adjourned at approximately 12:25 pm.